

KINGTON ST MICHAEL PARISH COUNCIL

DRAFT MINUTES Virtual Council Meeting held at 7.00pm

18th February 2021

Present: Cllr G Gamble (Chairman), Cllr Mrs S Eaton, Cllr I Gray, Cllr Mrs E Hocking, Cllr J Newton (Vice Chairman), Cllr W Roe and Cllr R Sealy.

Also Present: Wiltshire Councillor H Greenman, 3 Members of the Public and Mr V Vines MBE Clerk of the Council.

NOTICE OF MEETING – Public Notice of the Meeting was given in accordance with Schedule 12, para 10 (2) of the Local Government Act 1972.

PUBLIC QUESTION TIME

- a) Alex Hall reported on his campaign to Register The Plough Inn, Kington Langley as An Asset of Community Value. He briefly summarised the history of the property that included a previous failed bid in 2014 and sought support from individuals to sign and indicate support for the application. The property was not within the Parish but was in close proximity and several attendees offered their names if he approached them.
- b) Fiona Twisse, who had raised the issue of the Advisory crossing point leading to The Ridings and the School and pedestrian safety at the last Council Meeting, was in attendance to answer any questions when the Council reached a later Agenda item.
- c) Diane Allen, on behalf of the KSM Community Shop, was in attendance to answer any questions when the Council reached a later Agenda item.

There were no further Questions.

REPORTS FROM UNITARY COUNCILLOR, PARISH COUNCILLORS & COUNCIL REPRESENTATIVES

Wiltshire Councillor H Greenman was in attendance, had no report on this occasion but would assist the Council during the Meeting if required until he needed to leave to attend a Stanton St Quintin Parish Council Meeting being also held that evening.

There were no further Reports.

20/035 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr P Macdonald.

20/036 Declaration(s) of Interest – In accordance with Kington St Michael Parish Council's Code of Conduct and Standing Orders

There were no Interests declared.

20/037 **MINUTES** Members had previously been circulated with the Minutes.

The Council received, approved and signed as a true record the Minutes of the Parish Council Meeting held 21st January 2021. **Cllr J Newton proposed, seconded Cllr W Roe and RESOLVED UNANIMOUSLY**

20/038 **PLANNING**

Planning Applications: Prior to the consideration of Planning Applications, the opportunity was given for Applicants and their Representatives and any other interested parties to address the Council. There were no Representations received.

a) 20/11388/FUL

Proposed Internal Alterations and Extensions
Kington Priory, Kington St Michael, Nr Chippenham, Wiltshire SN14 6JR
For Mr & Mrs Reeve

Following consideration of the application **the Council resolved that there were no objections to the proposals.**

Cllr J Newton proposed, Cllr G Gamble seconded and RESOLVED UNANIMOUSLY

b) 21/00823/LBC

Proposed Internal Alterations and Extensions
Kington Priory, Kington St Michael, Nr Chippenham, Wiltshire SN14 6JR
For Mr & Mrs Reeve

Following consideration of the application **the Council resolved that there were no objections to the proposals.**

Cllr J Newton proposed, Cllr G Gamble seconded and RESOLVED UNANIMOUSLY

c) 21/00577/FUL

Erection of Front Entrance Porch and Redesign of Previously Approved Double Garage to Afford Loft Space Ancillary Living Accommodation
97 Stubbs Lane, Kington St Michael, Nr Chippenham, Wiltshire SN14 6HY
For Mr & Mrs Badman

Cllr Mrs E Hocking declared an interest in the application and took no part in the consideration and decision-making.

Following consideration of the application **the Council resolved that there were no objections to the proposals.**

Cllr W Roe proposed, Cllr G Gamble seconded and RESOLVED UNANIMOUSLY

d) 21/00795/REM

Development Comprising the Erection of 22 Dwellings and Associated Landscaping and Infrastructure at Land at North Chippenham (Parcel P1E)
Land at North Chippenham, Hill Corner Road, West of A350, Chippenham
For Persimmon Homes (Wessex)

Following consideration of the application **the Council resolved that they would not respond** to the consultation, as there were no Parish implications.

Cllr J Newton proposed, Cllr Mrs S Eaton seconded and RESOLVED UNANIMOUSLY

There were no further Planning Applications considered.

Planning General:

There were no matters to report or issues raised.

20/039 FINANCE The Council considered financial matters.

- a) **Payments to make:** The Council noted there were no Payments required. **(noted)**
- b) **Payments made:** The Council noted the no Payments had been made since the last Council Meeting. **(noted)**
- c) **Receipts:** The Council noted the following Receipts since the last Council Meeting. **(noted)**

Wilts Council. Section 106. Cone Climber	28.01.21	£ 7,400.00
Wilts Council. Section 106. Concrete Table Tennis Table	28.01.21	£ 5,571.00

- d) **Bank Accounts:**

The Council noted that the Council's Bank Account balances at 12th February 2021 were:

HSBC Main Business A/c No 31545043	£ 35,598.13
HSBC Reserves A/c No 21545078	£ 45,724.80
HSBC Charities A/c No 71545051	£ 764.33
HSBC Defibrillator A/c no 51563041	£ 851.45

20/040 HIGHWAY MATTERS

- a) **Parish Stewards Programme/Requirements:** general issues for the Local Highway & Streetscene Community Team. Cllr P Macdonald, the Council Link Member, had reported all works identified and had pursued the Wiltshire Council on outstanding matters. Parish Steward visits were scheduled for 15th February, 15th March, 13th April and 12th May 2021. **(noted)**
- b) **Rights of Way:** general issues in regards to Public Footpaths and Bridleways within the Parish.
 - i) The Idverde Limited maintenance contract. The information was still outstanding. **(noted)**
- c) **Highway & Footpaths Conditions and Maintenance:** general issues in regards to Highway Conditions and Maintenance within the Parish.
 - i) Tor Hill crossroads and white lining update. The matters were still outstanding. **(noted)**

- ii) Advisory Pedestrian Crossing update. The issues of the advisory crossing point leading to The Ridings and the School and pedestrian safety had been raised again at the last Meeting. It had been agreed that it should be directed to CATG for consideration. A Highways Improvement Request Form had been required and the Clerk had completed the relevant Parish Council section. There was a need to confirm that the Parish Council supported the project for it to be taken forward for further consideration, as the Council would be asked for financial support towards any proposals. **The Council agreed that this should be supported. Cllr Mrs S Eaton proposed, Cllr I Gray seconded and RESOLVED UNANIMOUSLY**

20/041 UPDATE ON STANDING ITEMS

a) Recreation Ground –

- i) QE2 Recreation Field Group. The Field remained open subject to social distancing requirements. Cllr G Gamble reported that a number of projects were still under consideration, including the repair and upgrade of the Kick-Wall and the provision of a mirror image Kick-Wall. Area Board grant funding had been secured towards the cost of the project. **(noted)**
- ii) QE2 Recreation Field Capital Works. The Cone Climber and concrete Table Tennis Table Section 106 Funding had now been received from Wiltshire Council. **(noted)**
- iii) QE2 Recreation Field Maintenance. There was no required. **(noted)**
- iv) QE2 Recreation Field Maintenance. – Installation of New Entrance Gates. The improved access works had commenced. **(noted)**
- v) QE2 Recreation Field RoSPA Report 2020. Works identified were still being addressed, including safety measures and fencing and regular local inspection was being carried out. **(noted)**
- vi) QE2 Recreation Field/Nymph Hay Wood–stream/brook. A Parishioner had raised issues relating to the water level and condition of the stream. At the time it appeared that there were fallen trees and debris that impeded the flow. A volunteer had visited and some logs and branches within easy reach had been removed to ease the situation. The Parishioner recalled that around 10 years ago a skip was hired and there had been a “community” stream clear out. The brook was the boundary between Council owned land and Woodland Trust land and both were riparian owners. It had been suggested that the Council, later in the year following relaxation of Covid restrictions and when the brook was shallow, agree to hire a skip to allow volunteers to carry out a complete litter pick and clearance being mindful of wildlife requirements to gain access and egress to the stream. **The Council agreed to fund the skip hire when requested.**

b) Notice Boards – There was no update required. **(noted)**

c) Flooding & Drainage – There were no issues raised. **(noted)**

- d) Parish/Community Website/Social Media – There was no update required. **(noted)**
- e) Tor Hill Footpath Project – There was no update on this occasion. **(noted)**
- f) Kington St Michael Village Hall – There was no report on this occasion. **(noted)**
- g) Kington St Michael Neighbourhood Plan – There had been no progress due to Covid-19 restrictions. **(noted)**
- h) Kington St Michael Emergency Plan – There was no report on this occasion. **(noted)**
- i) Village Newsletter – The Coronavirus epidemic continued to create severe implications for the Editor and delivery team. The decision remained not to publish a Newsletter. **(noted)**
- j) Council Award Scheme – There was no update. **(noted)**
- k) Asset Register – There was a need to regularly update the Register. **(noted)**
- l) Insurance – There was a need to regularly update the Council insurance. **(noted)**
- m) Lych Gate/Village Shop/Hall Road Area Maintenance/Conditions Upgrade (LGVSHRU) including the Registration of Land and Buildings. Cllr Mrs S Eaton had circulated a briefing note to all Members and advised that Wiltshire Council was unlikely to meet the required determination (9th March 2021) deadline and that this would allow the Parish Council to proceed with the Secretary of State procedures. She confirmed that she was happy to continue, on the Council's behalf, in regards to the Lych Gate road issues at least until the time she left the Council in May 2021. As no Council Lead Member had been appointed to continue with the Registration of Land and Property work, Cllr Mrs Eaton reminded Members of the requirements to complete the Registration task. There remained a need to seek local knowledge on historic circumstances in order to produce up to date curtilage plans for legal purposes to Register the Old Village Hall, the New Village Hall (Old School + Teachers House) and to claim adverse possession of a strip of the car parking area. The Council's Solicitor was unable to proceed further until appropriate plans were available. In addition there was a need to seek current valuations for both of the Old and New Halls (Old School and Teachers House valued separately) that would determine the Registration fees payable. The Council noted that the majority of the car park (Old School Playground), excluding the strip mentioned above, was already Registered. To make progress Cllr G Gamble agreed to assist by meeting Mr N Farr to discuss historic boundaries. The Clerk agreed to provide Cllr Gamble with relevant plans from the folder he now held. **(noted)**

20/042 CLERKS REPORT

The following items were received for decision, information, and circulation and for future discussion and matters arising and updates from previous meetings.

- a) Kington St Michael Post Point. The Council had been advised, by the Community Shop Committee that they had decided to stop operating as a Post Point. Following the last Meeting the Council had responded and had now

received a reply from the Shop Committee. The Council had supported the Post Point for a number of years using Section 137 grant funding and the Clerk advised that this form of funding was now better suited for specific projects rather than for revenue funding. A recent request had been received requesting support towards planned improvements and new appliances to increase sales space and storage. From the details provided it was evident that the projects would benefit the whole community and, following consideration, the Council considered that a Section 137 Grant of £1,000.00 should be given to the Community Shop. **Cllr J Newton proposed, Cllr R Sealy seconded and RESOLVED UNANIMOUSLY**

- b) WiltshireOnline – High Speed Broadband – Gigaclear. The Gigaclear Community Engagement Officer, Christopher Morris, had regularly updated the Council since the last Council Meeting on progress and timescales. Members commented that at this stage the works had been carried out in a reasonable manner. **(noted)**
- c) Emergency/Flood Plan. Wiltshire Council had written to Parish Councils reminding them of the need to have an up to date Plan and being mindful of the Covid-19 pandemic it reinforced the need for volunteer community involvement, with an appointed Parish coordinator in charge potentially having local area coordinators to assist. There was still a need to find a volunteer coordinator and the Council would still need to pursue this. **(noted)**
- d) Wiltshire Council Chippenham Area Board and Chippenham Community Area Parish Forum. A virtual meeting of the Area Board had taken place on Wednesday 10th February 2021. There had been no meetings of the Area Parish Forum for a year, because of Covid-19 restrictions, and recently Forum Members had been contacted to indicate whether they would like a catch up Virtual Meeting before the end of their Council terms of office. **(noted)**
- e) Pavement Parking-Options for Change. The Council had agreed to continue with the installation of a Glasdon Manchester Bollard. The Clerk had asked Wiltshire Council for advice on land ownership/underground services/approved contractor's list and a response was awaited. **(noted)**
- f) Dog Poo Bins. The Council had agreed to continue with the installation of a dual-purpose litterbin and a separate sack dispenser. The orders had been placed and a delivery timescale was yet to be notified. **(noted)**
- g) Wiltshire Council Local Plan Review and Gypsy and Travellers Plan Consultations. The Council had been advised that the Consultations (Period up to 2036) commenced on the 13th January 2021 and ended on the 9th March 2021. There had been online engagement sessions to find out more of the potential sites in the area. "Planning for Chippenham" 20th January 2021 and "Planning for Rural Areas" on 1st and 2nd February 2021. It had been suggested that Council and Neighbourhood Plan Steering Group Members attended the sessions in order to consider an informed response at the Council Meeting.

The Clerk briefly summarised the issues, pointing out that Wiltshire Council had confirmed that Chippenham was one of three Market Towns in Wiltshire that were required to accept development and had completed an assessment of various areas contained in a Site Selection Report for Chippenham commencing with a sifting of SHELAA (Strategic Housing and Employment Land Availability Assessment) Sites. All Sites had been appraised and conclusions made that sustainable development should take place within the eastern and southern areas of Chippenham and not to the west (infringing on the A350 strategic boundary policy) and to the north encroaching further into the Langley Burrell Without Parish extending into areas north of the link road under construction from the A350 to the B4069.

The Parish Council was mindful of the potential for a relief link road to be taken from the A350 around to the east of Chippenham to the A4 and onwards to the south re-connecting with the A350. This principle would provide the long-term solution to traffic congestion and navigation around the town. With this in mind the Council considered that the Wiltshire Councils proposals contained in a "Planning for Chippenham" Report should be supported and that areas noted as Sites 1, 2 and 3 should become the allocated zones for expansion in the Local Plan Review.

However, the Council wished to stress that any suggestion that any Chippenham expansion into those areas should be serviced by single carriage distribution roads was not acceptable and that the Local Plan should determine a long-term policy to provide a relief link road similar to the A350 to produce a similar eastern strategic boundary to the town. This would involve the inclusion of land zoning for a dual carriageway transport corridor and suitable infrastructure put in place at locations where culverts, bridges, viaducts, etc would be required involving road, rail, river and canal crossings and other landscape features.

The Clerk was asked to prepare and submit a consultation response within the required timescale. **Cllr J Newton proposed, Cllr G Gamble seconded and RESOLVED UNANIMOUSLY**

- h) Future Chippenham. The Council had been advised that a consultation was taking place on the Future Chippenham programme (13th January – 12th March 2021). There had been virtual presentations, including during the last Area Board Meeting. The subject matter was the provision of a distributor road linking the A350 around the north and east of Chippenham to connect with the A4 and onwards south to the A350 to facilitate development. £75m Government grant funding had been obtained towards the proposal that also included works to M4 Junction 17, but this relied on the road being constructed. Information had been circulated and this focused on three route options, being an Outer Route (option A), Middle Route (option B) and Inner Route (option C). The Outer Route (option A) would facilitate the largest development area and it was emphasised that all three options were "distributor" roads and not "relief/link" roads.

As Minute 20/042 (g) above advised, the Parish Council was mindful of the potential for a relief link road to be taken from the A350 around to the east of Chippenham to the A4 and onwards to the south re-connecting with the A350. This principle would provide the long-term solution to traffic congestion and navigation around the town. With this in mind the Council considered that the Future Chippenham proposals were flawed in that although the Outer Route (option A) was obviously the preference and should be supported it did not solve the long-term requirements for Chippenham.

The Council wished to stress again that any suggestions that Chippenham expansion proposals, towards the east and south be serviced by single carriage distribution roads were not acceptable and that Wiltshire Council should determine a long-term policy to provide a relief link road similar to the A350 to produce a similar eastern strategic boundary to the town. This would involve the inclusion of land zoning for a dual carriageway transport corridor and suitable infrastructure put in place at locations where culverts, bridges, viaducts, etc would be required involving road, rail, river and canal crossings and other landscape features.

The Clerk was asked to prepare and submit a consultation response within the required timescale. **Cllr J Newton proposed, Cllr G Gamble seconded and RESOLVED UNANIMOUSLY**

- i) Wiltshire Council – Briefing Note 21-01. The Briefing Note provided information of the Future Chippenham Programme-Public Consultation. (ending 12th March 2021) **(noted)**
- j) CPRE Wiltshire best Kept Village Competition 2021. The Council had received advanced notification that the BKVC was to take place this year. No decision was required on entry at this stage. **(noted)**

20/043 COUNCILLORS REPORTS AND ITEMS FOR NEXT FULL COUNCIL MEETING

There were no issues raised.

20/044 DATE OF NEXT MEETING

The date of next Council Meeting was scheduled for **7.00pm, Thursday 18th March 2021**. However, Members noted that at the present time the Covid-19 restrictions would prevent this from taking place in a public venue. Should the situation change Members would be advised.

Members had agreed that Virtual Public Meetings through Zoom Video/Audio Communication would provide the opportunity for decisions to be made and this would allow the Council to carry out Council business in a proper manner in compliance with the Law.

Signed:

Chairman, Kington St Michael Parish Council

Date: **18th March 2021**